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To: Technology Center 3738

From: Dora Stroud, Supervisor
OIPE Customer Service
Charge Location 0350

Subject: Customer Requests

Serial Number: 09/457228

File Location: 3712

The attached request for a corrected file receipt has been completed. Please forward the case to OIPE, Customer Service, CP2-6th Floor.

If you decide to keep the case, assign the request a paper number, endorse contents, punch holes in the documents, and replace the old Bib Data sheet with the updated version in the center of the file.

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